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ABSTRACT

This guide contains ideas and resources for adult education. It provides practical suggestions and specific guidance in five areas of adult education: adult basic education, high school completion/general education development, English for speakers of other languages, exceptional adult basic education, and the elderly. The guide focuses on the attitude of staff development planners, trainers, educators and administrators toward adult learning. There are two parts to the guide. Part I contains ideas for the staff development planner. Each of its four sections encourages awareness of human potential, individual growth, and openness to experience. Section 1 presents lists of reference texts and audiovisual materials on the nature of adult learning. Section 2 provides an annotated list of short films suitable for inservice programs that concern attitudes, roadblocks to learning, and decision making. The third section introduces journal writing techniques. Section 4 lists books that point to new and positive directions for adult education. Part II contains practical references and audiovisual materials for staff development in the five areas of adult education. They have been recommended by practitioners in the field. In some sections, curriculum guides and computer-aided instruction for classroom use are included. A list of current periodicals that deal with computers in education also is provided. (KC)

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FLORIDA ATLANTIC UNIVERSITY

Adults Learning Together

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resources for staff development

with an orientation toward growth

ED 251 592

Adults Learning Together

resources for

staff development

Helena Toner

Art Burrichter

Adult Education Office

Florida Atlantic University

Boca Raton, FL 33431

Adult Education Office
College of Education
FLORIDA ATLANTIC UNIVERSITY
Boca Raton, Florida 33431

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1984

CREDITS

On the cover, *Sea Grapes*, a native Florida tree, found along coastal areas. Its canopy cascades downward to divert the ocean's spray, allowing salt-intolerant plants to grow, and inland hammocks to form. We protect them by state law, and they protect us from severe hurricanes.

Cover design and artwork by Steve Kika, Learning Resources Center, FAU
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Adults Learn In Many Ways

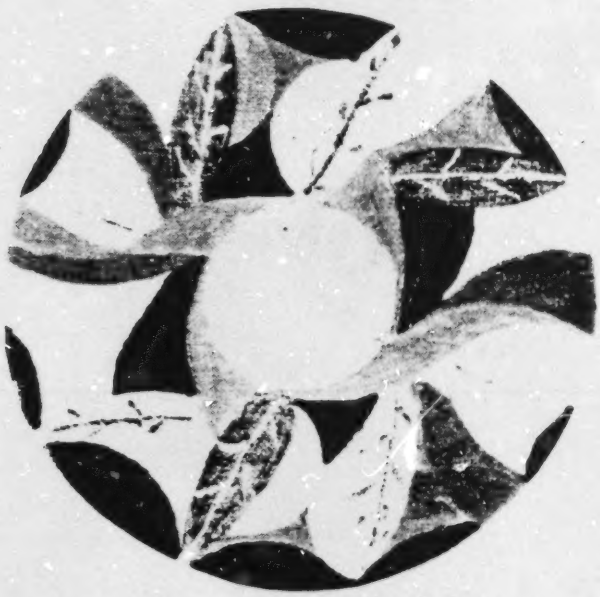
PREFACE

This guide is about ideas and resources for adult education. It is practical and specific in five areas of adult education: Adult Basic Education (ABE), High School Completion/General Educational Development (GED), English for Speakers of Other Languages (ESOL), Exceptional Adult Basic Education, and the Elderly. *Adults Learning Together* focuses on attitude, and therefore focuses on us, as staff development planners, trainers, administrators, and educators. It is our attitude toward adult learning that influences the types of programs offered, the teachers, and ultimately the success of adults who attend our classes.

As adult educators, we have the option of involving ourselves in schooling or educating. This guide is about the latter. It is a journey to awareness, motivation, and communication. As you read through the pages of *Adults Learning Together*, you will find a wide variety of resources that will meet the diverse needs of adult educators. Some resources are tried and true classics, and simply are there to refresh memories. Others paint the educational horizon in vibrant new hues. Their presence is a challenge.

The guide is written with a positive approach. It recognizes that there are many paths to staff development and many ways to grow. *Adults Learning Together* blends principles of adult learning, practical and useful resources, and a pioneering spirit.... It is an adventure! Enjoy.

THE LEARNING ENVIRONMENT



Each experience is its own design
of people and purposes-
activities and dreams.
In harmony with nature, energy radiates;
everything changes,
and everyone grows.

HELENA TONER

In touch with nature

INTRODUCTION

There are two parts to the guide:

I. "DOORS THAT OPEN"

Part I is a breadbasket of ideas for the staff development planner. Each section encourages awareness of human potential, individual growth, and openness to experience. They are also appropriate for classroom use.

Section I, *The Nature of Adult Learning*, is a collection of reference texts and audiovisual materials on the principles of adult education.

Section 2, *Minds Expanding*, is an annotated list of short films that are thought-provoking, and stimulate discussion. They are suitable for inservice programs concerned with attitudes, roadblocks to learning, and decision-making.

Section 3, *Insights Within*, introduces "journaling", a technique to capture an individual's reactions to the learning experience. Intellect and emotions, rational thought and playfulness blend together in this innovative venture.

Section 4, *Related Species*, are books with a pioneering spirit. Their discoveries enlighten and contribute to personal empowerment, and growth. They point to new and positive directions for adult education.

II. "RIVERS FLOWING FREELY"

Part II is a treasure chest of practical references and audiovisual materials for staff development in five areas of adult education: ABE, High School Completion/ GED, ESOL, Exceptional Adult Basic Education, and the Elderly. They have been recommended by practitioners in the field. In some sections, curriculum guides and computer-aided instruction for classroom use are included.

To assist you in your search for information on computers in education, the authors have provided a list of current periodicals.

GOALS

To explore natural pathways
for staff development.

To nurture growth, and
remove roadblocks.

To celebrate adults
who continue to learn.

These are the goals and
hopes of this guide.

What does it matter what motivates

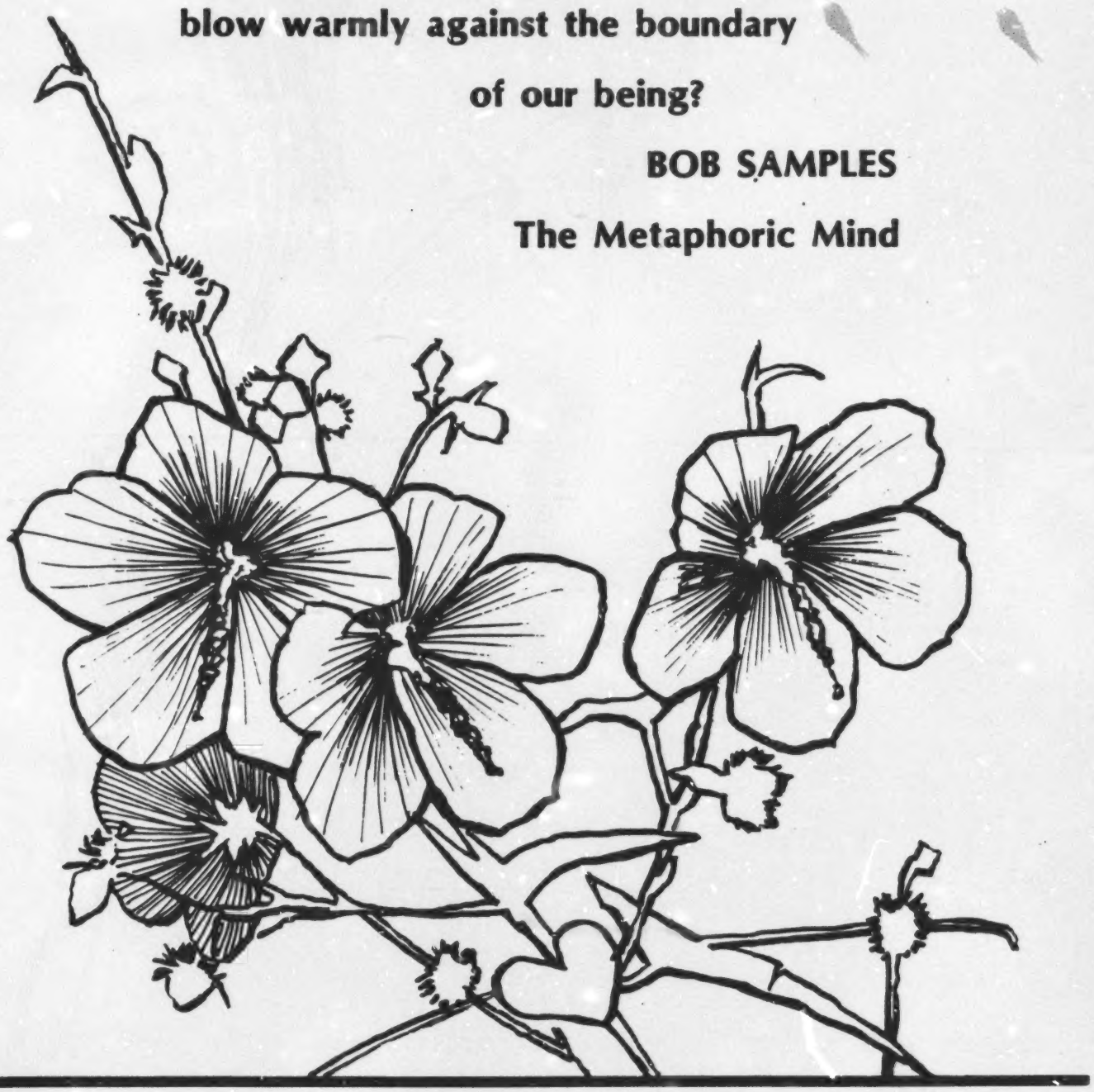
as long as the inner winds of growth

blow warmly against the boundary

of our being?

BOB SAMPLES

The Metaphoric Mind



Salt Marsh Mallow , a native Florida plant

PART 1 DOORS THAT OPEN

Books

Apps, Jerold W. Problems in Continuing Education. New York: McGraw-Hill Book Co., 1979.

Apps, Jerold W. Toward a Working Philosophy of Adult Education. Syracuse: Syracuse U. Publications in Continuing Education, and ERIC Clearinghouse on Adult Education, 1973.

Argyris, C., and Schon, O.A. Theory in Practice: Increasing Professional Effectiveness. San Francisco: Jossey-Bass Publishers, 1975.

Baltes, P. B., and Schaie, K. W. eds. Life-Span Developmental Psychology: Personality and Socialization. New York: Academic Press, 1973.

Bischoff, L. J. Adult Psychology. 2nd ed. New York: Harper & Row, 1976.

Charters, Alexander N. Comparing Adult Education Worldwide. San Francisco: Jossey-Bass Publishers, 1981.

* Clearinghouse on Adult Education. U. S. Department of Education, Division of Adult Education Services, Office of Vocational & Adult Education, Washington, D.C. 20202.

Cronbach, Lee J. Toward Reform of Program Evaluation. San Francisco: Jossey-Bass Publishers, 1980.

Cross, Patricia, K. Adults as Learners. San Francisco: Jossey-Bass Publishers, 1983.

Darkenwald, Gordon G., and Mirrion, Sharon B. Adult Education: Foundations of Practice. New York: Harper & Row, 1982.

Elias, John L., and Merriam, Sharon. Philosophical Foundations of Adult Education. New York: Robert E. Krieger Publishing Co., 1980.

* ERIC Clearinghouse. Adult, Career, and Vocational Education. Ohio State University, National Center for Research in Vocational Education, 1960 Kenny Rd., Columbus, OH 43210.

* a national information system

Books

Fellenz, Robert A. A Comprehensive Approach to Staff Development: Source Book. Bethesda, MD: ERIC Document Reproduction Service ED 200 748, 1981.

Friere, Paulo. Pedagogy of the Oppressed. New York: The Continuum Publishing Corp., 1981.

Gazda, G. M. Human Relations Development: A Manual for Educators. Boston: Allyn & Bacon, 1973.

Gould, Roger. Transformations: Growth and Change in Adult Life. New York: Simon & Schuster, 1978.

Gross, Ronald ed. Invitation to Lifelong Learning. Chicago: Follett Publishing Co., 1982.

Guba, Egon G., and Lincoln, Yvonnas. Effective Evaluation: Improving the Usefulness of Evaluation Results Through Responsive and Naturalistic Approaches. San Francisco: Jossey-Bass Publishers, 1981.

Houle, Cyril O. The Design of Education. San Francisco: Jossey-Bass Publishers, 1972.

Houle, Cyril O. The Inquiring Mind. Madison: The University of Wisconsin Press, 1961.

Ingalls, John and Arceri, Joseph M. A Trainer's Guide to Andragogy. U.S. Department of Health, Education and Welfare, Washington, D.C.: Government Printing Office, 1972.

Kidd, J. R. How Adults Learn. New York: Association Press, 1973.

Knowles, Malcolm S. The Adult Learner: A Neglected Species. 2nd ed. Houston: Gulf Publishing Co., 1978.

Knowles, Malcolm S. The Master Bibliography in Adult and Higher Education. Fort Lauderdale: Nova University Press, 1980.

Knowles, Malcolm S. The Modern Practice of Adult Education: From Pedagogy to Andragogy. Chicago: Follett Publishing Co., 1980.

Books

Knox, A. Adult Development and Learning. San Francisco: Jossey-Bass Publishers, 1977.

Knox, Alan B. Developing, Administering and Evaluating Adult Education. San Francisco: Jossey-Bass Publishers, 1980.

Long, Huey B. Adult Learning: Research and Practice. New York: Cambridge, 1983.

McLagan, Patricia A. Helping Others Learn: Designing Programs for Adults. Reading, MA: Addison-Wesley Publishing Co., 1978.

Merriam, Sharon B. Selected Writings on Philosophy and Adult Education. Malabar, FL: Robert E. Krieger Publishing Co., 1984.

Nesselroade, J. R., and Reese, H. W. eds. Life-Spar Developmental Psychology: Methodological Issues. New York: Academic Press, 1973.

Rogers, D. A Way of Being. Boston: Houghton Mifflin Co., 1980.

Romey, W. Risk, Trust, Love: Learning in a Humane Environment. Columbus: Merrill Publishers, 1972.

Smith, Robert M. Learning How to Learn: Applied Theory for Adults. Chicago: Follett Publishing Co., 1982.

Stevenson-Long, Judith. Adult Life Developmental Processes. Palo Alto: Mayfield Publishing Co., 1984.

Tough, Allen. The Adult's Learning Projects. 2nd ed. Toronto: Ontario Institute for Studies in Education, 1979.

Audiovisuals

1. *The Adult as Learner* videotape, 28 min.

   The physical and psychological needs of adults in the learning environment are discussed, along with practical teaching strategies.
   (Media Center, Florida International University, Tamiami Campus, Miami, FL 33199)

2. *Learning Modules for Adult Education* 22 multi-media kits, slides/cassette tape, transparencies, manual - for teacher training.

   (Interdisciplinary Education Dept., Texas A & M University, College Station, TX 77843)

3. *Learning to Learn* videotape, 17 min.

   The underlying principles of adult learning are examined with reference to roadblocks that adults encounter as they journey on the path to self-development. Includes importance of problem solving, previous experience, and self-directed learning.
   (Arthur Young Co., 1950 Roland Clarke Place, Reston, VA 22091)

4. *The Mentor Series - Part I* 6 videotapes

   Interviews with pioneers in adult education. 1. Houle, Hunsaker, and Sheats 2. Hendrickson & McClusky 3. Essert, Hallenbeck, & Spence 4. The Beginning: evolution of adult education as a discipline 5. New Dimensions - changing values in adult education 6. New Dimensions for Living - edited version
   (Steve Gamble, Instructional Resources Center, University of Georgia, Athens, GA 30802)

5. *The Mentor Series - Part II* 13 videotapes

   Interviews with leaders in Adult Education: Alex Charters, George Aker, Phyllis Cunningham, Eugene Johnson, Cyril Houle, Malcolm Knowles, Barton Kreitow, William Griffith, Alan Knox, Curtis Ulmer.
   (Steve Gamble, Instructional Resources Center, University of Georgia, Athens, GA 30802.

What a feeling!

To study the adult learner...

to celebrate the adult learner...

to become the adult learner!

Audiovisuals

6. *PBS Adult Learning Service* Television Courses

PBS distributes educational programming for adults through local partnerships of public television stations, colleges, and universities. There are 3 types of programming: college credit courses, informal learning programs, and professional development and career training series.
(PBS Adult Learning Service, 475 L'enfant Plaza, S.W., Washington, D.C.20024)

Local contact: Tom Hobbs, Florida Community College TV Consortium, Seminole Community College, Sanford, FL 32771.

7. *Pre-Service Training for Part-time Adult Educators*
2 videotapes

1. The Adult as Learner
2. Methods & Techniques for Teaching Adults

(Vocational, Technical & Adult Education, The School Board of Broward County, 701 S. Andrews, Fort Lauderdale, FL 33316)

8. *Teaching Adults* slide/tape, 8 min., 75 slides

An inservice program on adult learning, creating a positive environment, and adding variety in teaching methods.
(Learning Resources Network, 1221 Thurston, Manhattan, KS 66502)

Periodicals

Adult Education. Quarterly. National Institute of Adult Education, DeMontfort House, 196 DeMontfort St., Leicester, England LEI 76E.

Adult Education Quarterly. American Association for Adult and Continuing Education, 1201 Sixteenth St. N.W., Suite 230, Washington, D.C. 20036.

Periodicals

Adult and Continuing Education Today. Bimonthly. Today Publications and News Service, National Press Bldg., Washington, D.C.

Change Magazine. Monthly. NBW Tower, New Rochelle, NY 10801.

Chronicle of Higher Education. Biweekly. 1717 Massachusetts Ave., N.W., Washington, D.C. 20036.

Convergence. Quarterly. Department of Adult Education, Ontario Institute for Studies in Education, P.O. Box 250, Station F, Toronto, Ontario, Canada M4Y 265.

Innovative Higher Education. Bianually. Human Sciences Press, Inc., 72 Fifth Ave., New York, NY 10011.

International Journal of Lifelong Education. Quarterly. Falmer Press Ltd., 4 John St., London, England WC1N 2ET.

Learning Resources Network. P.O. Box 1425, 1221 Thurston, Manhattan, KS 66502

Lifelong Learning: The Adult Years. Monthly except July and August. Adult Education Association of the U.S.A., 810 18th St. N.W., Washington, D.C. 20006.

New Directions for Continuing Education. Quarterly, Jossey-Bass, Inc., Publishers, 433 California Street, San Francisco, CA 94104.

New Directions for Higher Education. Quarterly. Jossey-Bass, Inc., 615 Montgomery St., San Francisco, CA 94111.

NUEA Newsletter. Biweekly. National University Extension Association, 1 Dupont Circle, N.W., Washington, D.C. 20036.

Studies in Adult Education. Twice yearly. National Institute of Adult Education, DeMontfort House, 196 DeMontfort St., Leicester, England LEI 7GE.

Teaching Adults. Twice Yearly. National Institute of Adult Education, 196 DeMontfort St., Leicester, England LEI 7GE.

Periodicals

UNESCO Adult Education Information Notes. Adult Education Section, Literacy, Adult Education and Rural Development Division, Unesco, 7 Place de Fontenoy, 75700 Paris, France.

Other Resources
(Workshop Planning)

Burrichter, Arthur W., and Gardner, Daniel L. Alternatives for Staff Development of Adult Educators. Boca Raton, FL: Florida Atlantic University, 1978.

Gaff, Jerry G. Toward Faculty Renewal: Advances in Faculty, Instructional, and Organizational Development. San Francisco: Jossey-Bass Publishers, 1975.

Guthrie, F., and Miller, W. S. Making Change: A Guide to Effectiveness in Groups. Minneapolis, MN: Interpersonal Communications Program, Inc., 1978.

Johnson, D. W. Reaching Out: Interpersonal Effectiveness and Self-Actualization. Englewood Cliffs, NJ: Prentice-Hall, 1972.

Pfeiffer, J. W., and Jones, J. E. eds. The Annual Handbooks for Group Facilitators 1972-1981. LaJolla, CA: University Associates, 1981.

Pfeiffer, J. W., and Jones, J. E., eds. A Handbook for Structured Experiences for Human Relations Training. San Diego: University Associates, 1969.

Zoll, Allen A. Dynamic Management Education. 2nd ed. Reading, MA: Addison-Wesley Publishing Co., 1969.

MINDS EXPANDING

These films paint pictures
for the mind...Their
metaphors in search
of personal meaning
awaken the viewer to
new possibilities for
growth... They have an
inherent flexibility for the
staff development planner
to guide adult learners
along the path
of self discovery.

Films for thinking, growing,
and discussion

MINDS EXPANDING

In a climate of trust, the adult learning process encourages individuals to share both their intellectual and emotional experiences. In this environment, the teacher can comfortably shift to a facilitator role, helping adults explore their roadblocks to learning. These short, animated films are inkblots that are thought-provoking and insightful. A brief description is given along with implications for adult education. Key words anchor each theme to holistic learning.

FOR INSERVICE OR CLASSROOM USE:

Divide adults into small groups (4 to 6). Invite individuals to express their interpretations to the film, allowing group members to share in each other's meanings and personal discoveries.

1. *The Beginning* color, 5 min. (Churchill Films)

This visual metaphor describes how one individual is inspired to do something different from the rest. Although ridiculed at first, the new idea is successful, giving others courage to try as well. In the learning environment, adults can explore their own potential, but may resist changing for many reasons.

GROWTH, SELF-DIRECTEDNESS, RISK, CELEBRATION

2. *The Cave* color,, 10 min. (Churchill Films)

In a cave, prisoners chained together mistake shadows for reality. One prisoner is released to the sunlit world and learns about the nature of reality. Enlightened, he returns to share his knowledge. Adults create their own realities based on values, experience, tradition, and culture. These perceptions limit ways for others to share their realities.

PERCEPTIONS THAT LIMIT, CHANGE, EXPLORING, OPENNESS

3. *The Divided Man* color, 5 min. (Churchill Films)

A solitary traveler encounters a fork in the road, and must decide which way to go. He hesitates, and instead of making a choice between the two, he divides himself in an attempt to travel both. Adults face many choices daily, and often cannot decide what to do. They are divided within themselves and become stressed.

PROBLEM-SOLVING, KNOWING ONESELF, TOTALITY OF RESPONSE

4. *Idiom's Delight* color, 8 min. (Davidson Films)

Every thought in the town of Idiom was safe and familiar. One day a stranger brought new, wondrous, and unusual ideas that upset the entire community. Adults are unique individuals with a rich reservoir of experience and talents that often go untapped and stagnate.

CONFORMITY, INDIVIDUALITY, SELF-REFERENCING

5. *Joshua in a Box* color, 6 min. (Churchill Films)

Joshua finds himself in a box. In his attempt to escape this predicament, he experiences intense emotion and frustration, only to find himself in another box he created.

EMOTIONS, CHANGE, CHARTING YOUR COURSE, SECURITY

6. *Up is Down* color, 6 min. (Pyramid Films)

A boy who walks on his hands is happy, but others think something is wrong with him. He is changed temporarily to view the world as others see it. There are many roads for the adult learner to reach their goals. Adults may need permission to enjoy learning and exploring.

CONFLICTING VALUES, ENJOYMENT, ATTITUDE, TRUSTING SELF

7. *More* color, 4 min. (Macmillan Films)

A satire on humans' insatiable desire for more material possessions. As the adult moves toward self-actualization, there is an emerging need for quality and a concern for environmental health.

VALUES, NATURAL RESOURCES, COMMITMENT, RELEVANCE

8. *Birds of a Feather* color, 7 min. (Churchill Films)

A plain-looking bird adorns itself with fancy feathers to be noticed. When the exotic birds discover the deception, he is thrown out. He plots again to stand out from the flock. Adults like to be recognized for their talents, but may not want to be too different from their peers.

BELONGING, CONFORMITY, UNIQUENESS, FLEXIBILITY

9. *Joshua and the Shadow* color, 10 min. (Churchill Films)

Joshua reacts to his shadow experiencing a range of emotions from avoidance to aggression. He is no longer frightened when he has control of the situation. Adults have many fears about their feelings and abilities. There is a need to feel in control of the situation.

EMOTIONAL ROADBLOCKS, CONTROL, FEARS, UNDERSTANDING

10. *A Rock in the Road* color, 8 min. (BFA Media)

A man traveling on the road trips over a rock and falls into a hole. He sets up the same obstacle for the next one coming. This is done again to a third man. But the fourth man removes the rock, fills the hole, and travels on. Adults face many obstacles on their journey through life, and one's attitude is important along the way.

ATTITUDE, ETHICS, AWARENESS, EFFORT

Film Distributors

BFA Educational Media
Division of Columbia Broadcasting Systems, Inc.
2211 Michigan Ave.
Santa Monica, CA 90404

Churchill Films
662 N. Robertson Blvd.
Los Angeles, CA 90069

Davidson Films, Inc.
3701 Buchanan St.
San Francisco, CA 94123

Macmillan Library Service
Division of Macmillan Publishing Co., Inc.
866 Third Avenue
New York, NY 10020

Pyramid Film Productions
P.O. Box 1048
Santa Monica, CA 90406

INSIGHTS WITHIN

Impressions of the learning experience

Suggested Uses: after a film and discussion; after role playing, game or other experiential exercise; exploring issues, problems or needs that are <u>important</u> to the individual.

Materials Needed: 8½ x 11 unlined paper, magic markers, crayons or colored pencils.

Guidelines:

1. Allow 20-30 minutes quiet time. No talking is permitted. Take a few seconds to relax, breathing deeply and slowly. Sit comfortably. Optional: soft background music.

2. Using colored media, <u>begin</u> with the graphic impression on the <u>left</u> side of page. (Turn paper horizontally)

3. Write thoughts on the right side. These are non-judgemental and spontaneous. Do not force a solution. Consider all the senses associated with the experience or situation: sounds, textures, and colors. Look at the depth and variety of emotions.

11"

8½"

Abstract drawing, sketching, stick figure, scene, symbols	Questions to Consider: 1. What do you want to say? 2. How do you feel? 3. What questions, new information or insights are emerging?

8th Am 21 May

My Orchid Tree -

Why do I hurry - and what am
I missing along the way?
Nature beckons me to consider
her laws. My tree changes slowly,
telling a story.
Does it have a goal?
Results are linear -
And are plucked as evidence
for others to judge
beauty and worth.
An end does not exist
in life's cycles -
only what is at the moment.
And I must pause, if
I want to see.

Helena Jones

BEST COPY AVAILABLE

Journaling gives a panoramic view of the learning process. It invites the adult learner to capture reactions, impressions,... problems. In essence, the response is recorded in two ways - one through pictures, images, or graphics; the other with words.

One need not be an artist or a writer, rather an explorer in search of understanding. In the example on the previous page, the student was anxious about time, goals, and the worthiness of projects. She looked - and found some answers in nature. The drawing is her perception of reality at that moment, and the prose is a spontaneous, yet reflective monologue about the dilemma she faces. Resolution emerges from within. Using this integrated approach, awareness is heightened, and there is growth toward self-directedness.

Journaling personalizes the bond between the individual and the learning experience by opening doors to emotions, intuition, and intellect. This is an excellent and powerful tool for staff development or classroom use when adults encounter roadblocks to learning. Participants are encouraged to share their thoughts upon completion.

Books

Ackoff, Russell L. Redesigning the Future: A Systems Approach to Societal Problems. New York: John Wiley & Sons, 1974.

Association for Supervision and Curriculum Development. Perceiving, Behaving, Becoming, a New Focus for Education Yearbook. Washington, D.C.: A.S.C.D., 1962.

Blakeslee, Thomas R. The Right Brain. Garden City, New York: Anchor Press-Doubleday, 1980.

Capra, Fritjof. The Turning Point: Science, Society, and the Rising Culture. New York: Simon & Schuster, 1982.

Cooper, Kenneth H. The Aerobics Program for Total Well-Being. New York: M. Evans & Co., Inc., 1982.

Datan, Nancy, and Ginsberg, Leon. Life-Span Developmental Psychology: Normative Life Crises. New York: Academic Press, 1975.

Fabun, Don. Three Roads to Awareness. Beverly Hills: Glencoe Press, 1970.

Ferguson, Marilyn. The Aquarian Conspiracy: Personal Transformation in the 1980's. New York: J.P. Tarcher, Inc., 1980.

James, Murial, and Jongeward, Dorothy. Born to Win: Transactional Analysis with Gestalt Experiments. Reading, Mass.: Addison-Wesley Publishing Co., 1973.

Kerensky, V.M., and Melby, O.E. Education II - Revisited Midland, MI: Pendell, Publishing Co., 1975.

Maslow, Abraham H. The Farther Reaches of Human Nature. New York: Viking Press, 1971.

Moustakas, Clark E. Creative Life. New York: Van Nostrand Reinhold Co., 1977.

Naisbitt, John. Megatrends. New York: Warner Books, 1982.

Peters, Thomas J., and Waterman, Robert H. Jr. In Search of Excellence. New York: Harper & Row, 1982.

Rogers, Carl R. Freedom to Learn. Columbus: Charles F. Merrill, 1969.

Samples, Bob. The Metaphoric Mind: A Celebration of Creative Consciousness. Reading MA: Addison-Wesley Publishing Co., 1976.

Schon, Donald. The Reflective Practioner: How Professionals Think in Action. New York: Basic Books, Inc., 1983.

Sheehy, Gail. Passages: Predictable Crises of Adult Life. New York: Dutton, 1976.

Sullivan, Edmund V. A Critical Psychology: Interpretation of the Personal World. New York: Plenum Press, 1984.

Toffler, Alvin. Third Wave. New York: Morrow, 1980.

Audiovisuals

1. *Productivity and the Self-Fulfilling Prophecy: The Pygmalian Effect*. color film, 28 min.

   Using live action and animation, this film shows how a manager's expectations alone can influence a worker's performance.
   (CRM/McGraw-Hill, 674 Via de la Valle, P.O. Box 641, Del Mar, CA 92014)

   Other recommended films for staff development from McGraw Hill: *The Power of Listening; A New Look at Motivation; Decisions; Memory; Team Building; Career Development; Getting Ahead: The Road to Self Development; Transitions: Taking Hold and Letting Go; Resolving Conflicts; Communicating Non-Defensively.*

Audiovisuals

2. *Creativity with Bill Moyers*. 17 videotapes: a one hour intro.; 16 videotapes, 30 min. each.

This innovative series invites the adult learner to discover some of the ingredients of creativity. Problems from business, industry, and agriculture demonstrate and are explored and solved with the creative process. These tapes encourage adults to challenge blindspots and fences that are in the way of their own creativity - a natural human resource. (Dr. Vasil M. Kerensky, Community Education, Florida Atlantic University, Boca Raton, FL 33431)

Periodicals

Brain/Mind Bulletin: Frontiers of Research, Theory, and Practice. P.O. Box 42211, Los Angeles, CA 90042.

Leading Edge Bulletin: Frontiers of Social Transformation. P.O. Box 42247, Los Angeles, CA 90042.

Tarrytown Letter. Tarrytown House Executive Conference Center, East Sunnyside Lane, Tarrytown, NY 10591.

Fear can keep us from innovating, risking and creating. Yet we settle for only the illusion of safety.

MARILYN FERGUSON

The Aquarian Conspiracy

Everglades, The River of Grass

PART 2 RIVERS FLOWING FREELY

Books

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Steele, Sara M. Contemporary Approaches to Program Evaluation. Washington, D.C.: Capitol Publications, Inc., 1977.

Strother, George, and Klus, John. Administration of Continuing Education. Belmont, CA: Wadsworth Publishing Co., 1982.

Audiovisuals

1. *Adult Basic Reading Tutor Training Workshop* slides, cassettes (3½ hrs.) 7 segments, trainer's manual.

   This program includes training in language experience, word recognition and patterns, student assessment and goal-setting.
   (Literacy Volunteers of America, Inc., 404 Oak St., Syracuse, NY 13203)

Audiovisuals

2. *Adult Illiteracy* audio cassette, 2 parts, 30. min. each.

   Illiterate adults discuss their problems in school and everyday life. Current teaching strategies are presented. A national literacy campaign is reviewed. (National Public Radio, Consumer Service Dept., P.O. Box 216, Niles, MI 49120)

3. *Basic Education: Teaching the Adult* videotape, 30-lesson series using instructional television, this series is designed as a 3 college-credit course or inservice training. It is suitable for entry level teachers in Adult Basic Education.

   (The Maryland State Department of Education, Division of Instructional Television, 10317 Reiserstown Rd., Owings Mills, MD 21117)

4. *Special Reading Problems: Some Help* slides, 45 min. cassette, trainer's guide, tutor's notes.

   (Literacy Volunteers of America, Inc., 404 Oak St., Syracuse, NY 13203)

Periodicals

Adult Literacy and Basic Education. Commission on Adult Basic Education, 2900 W. Oak Ridge Rd., Orlando, FL 32809.
Linking theory to practice in adult basic education and literacy training.

The ABE Newsletter. Department of Vocational, Adult, and Community Education, Fairfax County Public Schools, 7510 Lisle Ave., Falls Church, Virginia 22043.

Other Resources

Coalition for Literacy, 50 East Huron St., Chicago, IL 60611.

Contact Literacy Center, P.O. Box 81826, Lincoln, NE 68501.

National Adult Literacy Project. Far West Laboratory for Educational Research and Development, 1855 Folsolm St., San Francisco, CA 94103.

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GED Gems Newsletter. Mary Kahn, ed. Vocational, Technical and Adult Education, 701 S. Andrews Ave., Fort Lauderdale, FL 33316.

GED Items Newsletter. GED Testing Service, 1 Dupont Circle, Suite 20, Washington, D.C. 20036.

GED Memoranda List. GED Testing Service, 1 Dupont Circle, Suite 20, Washington, D.C. 20036
RECENT CHANGES OR CLARIFICATIONS IN TESTING POLICIES

Computer-Aided Instructional Materials
(for classroom use)

The Bank Street Writer
Scholastic Software, P.O. Box 2002, 904 Sylvan Ave., Englewood Cliffs, NY 07632.

Computer-Aided Instructional Materials
(for classroom use)

Basic English Skills
Encyclopedia Brittanica Corp., 425 North Michigan Ave., Chicago, IL 60611.

Career Directions
Systems Design Associates, 723 Kanawha Blvd. E., Charleston, West VA 25301.

Comprehension Power - Hi ABC Level (12 disks)
Florida Micro Media, P.O. Box 10254, Fort Lauderdale, FL 33305.

The Computer Games (Math - 7 volumes, 2 disks each)
Addison-Wesley Publishing Co., 2725 Sand Hill Rd., Menlo Park, CA 94025.

Lessons in Algebra.
George Earl, 1302 General McMullen, San Antonio, TX 78237.

Reading Unit One: Four Basic Reading Skills
Brainbank, Inc., 220 Fifth Ave., New York, NY 10001.

Survival Math
Florida Micro Media, P.O. Box 10254, Fort Lauderdale, FL 33305.

The Vocabulary Baseball Game.
J. & S. Software, 140 Reed Ave., Port Washington, NY 11050.

Other Resources

GED Testing Service. After the GED Test: Employment and Training Activities of GED Examinees. Research Study No. 2. Washington, D.C.: GED TS, 1982.

GED Testing Service. After the GED Test: Post Secondary Enrollment Patterns and Perceptions of GED Examinees. Research Study No. 5, Washington, D.C.: GED TS, April 1981.

Other Resources

GED Testing Service. Examiner's Manual for the Tests of General Educational Development. Washington, D.C.: GED TS, 1981.

GED Testing Service. The GED Information Brochure. Washington, D.C.: GED TS, ND.

GED Testing Service. Update of Teacher's Manual for Use with the Official GED Practice Tests. Memo No. 24, Washington, D.C.: GED TS, 1982.

Malizio, A.G., and Whitney, D.R. Who Takes the GED Test? A National Survey of Spring 1980 Examinees. Research Study No. 1. Washington, D.C.: GED TS, 1980.

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Asher, James J. Learning Another Language Through Actions: The Complete Teacher's Guidebook. 2nd ed. Los Gatos, CA: Sky Oaks Productions, 1982.

Bartley, Diana, ed. The Adult Basic Education TESOL Handbook. New York: Collier Macmillan International, Inc., 1979.

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Celce-Murcia, Marianne and McIntoch, Lois, ed. Teaching English as a Second or Foreign Language. Rowley, MA: Newbury House, 1979.

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Adult Literacy and Basic Education. 3 times yearly. Commission on Adult Basic Education, 2900 W. Oak Ridge Rd., Orlando, FL 32809.

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English-Teaching Abstracts. English-Teaching Information Centre, State House, High Holborn, England.

English Teaching Forum. English Teaching Division, Information Center Service, 1CA, Washington, D.C. 20547. (no charge)

Gulf TESOL Newsletter. Mary Horosco ed., Florida International University, Bay Vista Campus, North Miami, FL 33181.

Language Learning. semi-annual. English Language Institute, University of Michigan, 2006 N. University Bldg., Ann Arbor, MI 48104.

Modern Language Journal. monthly: Sept.-April. National Federation of Modern Language Teachers Assoc., Dept. of Foreign Languages, University of Nebraska, Omaha, NE 68182.

Second Language Acquisition Notes and Topics (SLANT) Newsletter. twice yearly. Linguistics Program. San Jose State University, San Jose, CA 95192.

TESOL Quarterly. TESOL, 202 D.C. Transit Bldg., Georgetown University, Washington, D.C. 20057.

Audiovisuals

1. *Follow Me to San Francisco* Video, 1 hr. student book

   Short dramatization in a soap opera format of a 10 year old boy's travels to a new culture.
   (Longman ELT Division, 1560 Broadway, New York, NY 10036)

2. *Pitt Series in English as a Second Language* (3 videotapes)

   1. Teaching Foreign Language: Communication Activities (Part I - Interaction Activities; Part II - Roleplays)
   2. Teaching Foreign Language: Grammar
   3. Teaching Foreign Language: Pronunciation

   (University of Pittsburg Press, 127 N. Bellefield Ave., Pittsburg, PA 15260)

3. *Speak Easy* Videotape

   A series of 14 short vignettes use mime as the communication tool.
   (Longman ELT Division, 1560 Broadway, New York, NY 10036)

Computer-Aided Instructional Materials (for classroom use)

American Educational Computer, Inc. 525 University Ave., Palo Alto, CA 94301.
Match Maker - 4 educational programs: 1. Language 2. Phrasebook 3. Numerals 4. Dictionary.

The Regents/ALA Company, Two Park Ave., New York, NY 10016.
Grammar Mastery: Series A, B, and C
Vocabulary Mastery: Series A and B
Quizit: Word Game
Word Alert Games: Word Race, Clue In, Word Roulette Match it!
Essential Idioms in English

Other Resources

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Guglielmino, Lucy M., and Burrichter, Arthur W. Adult ESOL Instruction: A Challenge and A Pleasure. Boca Raton, FL: Florida Atlantic University. 1984.

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Bingham, Grace. Working With Exceptional Learners. Bethesda, MD: ERIC Document Reproduction Service, ED 167 725, 1978.

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Otto, W.: McMenemy, R.A.; and Smith, R.J. Corrective and Remedial Teaching. 2nd ed. Boston: Houghton Mifflin Co., 1973.

Wallace, G., and Larsen, S.C. Educational Assessment of Learning Problems: Testing for Teaching. Boston: Allyn and Bacon, Inc., 1978.

Sternberg, Les, and Adams, Gary. Educating the Severely and Profoundly Handicapped Adult. Rockville, MD: Aspen Systems Corp., 1982.

Audiovisuals

1. *A Creative Approach to Exceptional Adult Education.* slide tape.

   This informative presentation is the Exceptional Adult Basic Education Program for Broward County Schools.
   (Rochelle Kenyon, Educational Specialist, The School Board of Broward County, 701 S. Andrews Ave., Fort Lauderdale, FL 33316.

FILMS

The following films are available from Florida Diagnostic Learning Resource System (FDLRS) Clearinghouse/Information Center, Bureau for Exceptional Students, Dept. of Education, Knott Bldg., Tallahassee, FL 32301.

2. *Changes* color, 29 min. film.

   In this film, physically handicapped individuals speak frankly about their lives, needs and capabilities.
   (Stanfield House)

   ATTITUDE, PHYSICALLY IMPAIRED, VOCATIONAL TRAINING

3. *Count Me In* color, 20 min. film.

   This film illustrates the process of mainstreaming disabled persons into the community. Includes housing, accessible facilities and participation in sports.
   (Stanfield House)

   PHYSICALLY IMPAIRED, NORMALIZATION, MENTALLY RETARDED

4. *A Different Approach* color, 22 min. film.

   A fictional committee has hired a young avante-garde film-maker to produce a film on employing the handicapped.
   (South Bay Mayor's Committee for Employment of the Handicapped)

   ATTITUDE, NORMALIZATION, VOCATIONAL TRAINING

Audiovisuals

5. *Like Other People* color, 37 min. film.

   A deeply moving film about the emotional, sexual, and social needs of the mentally and physically handicapped. The two central persons are cerebral palsy patients who point to the need for increased understanding.
   (Perennial Education)

   PHYSICALLY IMPAIRED, ATTITUDE

6. *Mental Retardation: The Hopeless* color, 25 min. film.

   A look at the common misconceptions regarding the mentally retarded. The retarded, to varying degrees, are capable of self care, productivity, and improvement.
   (Moore Williams Productions)

   NORMALIZATION, MENTALLY RETARDED

7. *A New Day* color, 25 min. film.

   This film depicts young adults and adults who are successful, though handicapped.
   (South Bay Mayor's Committee for Employment of the Handicapped)

   ATTITUDE, PHYSICALLY IMPAIRED

8. *People First* color, 30 min. film.

   Adults who are developmentally disabled, discuss their needs, feelings, and right to full lives as individuals.
   (Stanfield House)

   GENERAL EXCEPTIONAL, ATTITUDE

Other Resources

Orange County Adult Handicapped Program Curriculum Guide, 1978. The School Board of Orange County, 410 Woods Ave., Orlando, FL 32805.

Newsletter for Exceptional Teachers (NET). Vocational, Technical and Adult Education, The School Board of Broward County, 701 S. Andrews Ave., Fort Lauderdale, FL 33316.

Program Guide (Curriculum) for Exceptional Adult Basic Education, 1983. Vocational, Technical and Adult Education, The School Board of Broward County, 701 S. Andrews Ave., Fort Lauderdale, FL 33316.

Periodicals

Directive Teacher. Twice annually. (National Center on Educational Media and Materials for the Handicapped) Ohio State University, Faculty for Exceptional Children, 1945 N. High St., Columbus, OH 43210.

Education & Training of the Mentally Retarded. Quarterly. Council for Exceptional Children, 1920 Association Dr., Reston, Arlington, VA 20091.

National. Quarterly. Canadian Association for Children and Adults With Learning Disabilities, Kildare House, 323 Chapel St., Ottawa, Ontario, Canada KIN 722.

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Burnside, Irene M. ed. Working with the Elderly: Group Process and Techniques. North Scituate, MA: Duxbury Press, 1978.

Butler, Robert N. and Lewis, Myrna I. Aging and Mental Health: Positive Psychosocial Approaches. St. Louis: C.V. Mosby Co., 1977.

Hess, Beth B., and Markson, Elizabeth W. Aging and Old Age: An Introduction to Social Gerontology. New York: Macmillan Publishing Co., Inc. 1980.

Kart, S. Cart; Metress, Eileen S.; and Metress, James F Aging and Health: Biological and Social Perspectives. Menlo Park, CA: Addison-Wesley, 1978.

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Lesnoff-Caravaglia, Gari, Ed. Health Care for the Elderly: Strategies for Prevention and Intervention. New York: Human Sciences Press, 1980.

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Saxon, Sue V., and Etten, Mary Jean. Physical Change and Aging: A Guide for Helping Professions. New York: Tiresias Press, 1978.

Books

Skinner, B.F. Enjoy Old Age. New York: Norton, 1983.

Sprouse, Betsy M. Education for Older Adults: An Annotated Bibliography of Research and Policy Studies. Washington D.C.: National Council on Aging, 1982.

Sterns, Harvey L., Ansello, Edward F., Sprouse, Betsy M., and Layfield-Faux, Ruth (eds.) Gerontology in Higher Education: Developing Institutional and Community Strength. Belmont, CA: Wadsworth Publishing Co., 1979.

Walford, Roy L. Maximum Life Span. New York: Avon Books, 1984.

Wantz, Molly S. and Gay, John E. The Aging Process: A Health Perspective. Cambridge, MA: Winthrop Publishers, Inc., 1981.

Periodicals

Clinical Gerontologist. Quarterly. The Hawthorn Press, Inc., 28 East 22nd St., New York, NY 10010.

Current Literature on Aging. National Council on Aging, 600 Maryland Ave., S.W., Washington, D.C. 20024. ANNOTATED BIBLIOGRAPHY IN SOCIAL GERONTOLOGY.

Education for Aging Newsletter. Institute of Gerontology, College of Boca Raton, 3601 N. Military Trail, Boca Raton, FL 33431.

Educational Gerontology. Quarterly. Hemisphere Publishing Corp. 1025 Vermont Ave., N.W., Washington, D.C. 20005. EDUCATION, APPLIED RESEARCH

The Gerontologist. The Gerontological Society of America, 1411 K St. N.W., Suite 300, Washington, D.C. 20005. BEHAVIORAL RESEARCH.

Journal of Applied Gerontology. Southern Gerontological Society. P.O. Box 3183, University of South Florida, Tampa, Fl 33620. EDUCATION, APPLIED RESEARCH, MODEL PROGRAMS.

Periodicals

Journal of Gerontology. The Gerontology Society of America. 1835 K Street N.W., Washington, D.C. 20006. MEDICAL AND BIOLOGICAL RESEARCH.

Journal of Gerontology and Geriatrics Education. Quarterly. The Hawthorn Press, Inc., 28 East 22nd St., New York N. Y. 10010.

Journal of Nutrition for the Elderly. Quarterly. The Hawthorn Press, Inc. 28 East 22nd St., New York, NY 10010. RESEARCH IN BIOLOGY/SOCIAL SCIENCES, PUBLIC AGENCY PROGRAMS.

Audiovisuals

1. *Aging and the Human Experience* B/W, 20 min. ea., 5 videotapes

   This instructional videotape series introduces psycho-social aspects of aging. Its focus is to enhance understanding of the aging process.
   (Division of Human and Community Resources, University of Maryland, College Park, MD 20742)

   ATTITUDE, PSYCHO-SOCIAL ASPECTS, PHYSIOLOGY

2. *Aging and Sexuality: A Physiological Approach* 12 min. slide/tape

   This program considers the effect of physical changes of aging on sexuality.
   (Gerontology Program, College of Public Affairs and Community Services, University of Nebraska, P.O. Box 689, Omaha, NE 68101)

   PHYSICAL CHANGES

3. *Aging: Exploring the Myths* Audio cassette, 59 min.

   Professional and lay persons explore stereotyping the elderly, their growing political power, and how other countries treat their older populations.
   (National Public Radio, Consumer Service Dept., P.O. Box 216, Niles, MI 59140)

   ATTITUDE, MYTHS

Audiovisuals

4. *Caring for Aging Parents* color, 30 min. film.

   This film examines the sensitive issue of responsibility of children to the care of parents as they age.
   (Terra Nova Films, Inc., 17832 67th Ave., Tinley Park, IL 60477)

   FAMILY, RESPONSIBILITY

5. *Generations* color, 11 min. film.

   Bridging the age gap in the American society is explored.
   (Phoenix Films, 468 Park Ave., S., New York, NY 10016)

   ATTITUDE, SOCIAL ASPECTS

6. *The Gray Panthers: Wrinkled Radicals* color, 11 min. filmstrip/record.

   Maggie Kuhn, national convener of the Gray Panthers, has the viewer come to grips with prevailing attitudes about older people.
   (Teleketics, Franciscan Communications Center, 1229 S. Santee St., Los Angeles, CA 90015)

   ATTITUDE, PHYCHO-SOCIAL ASPECTS

7. *Help Yourself to Better Health* color, 16 mm. film.

   Using a positive approach, this film shows how good nutrition is possible for older persons. It addresses budgeting, food habits, and cooking techniques.
   (Society for Nutrition Education, 2140 Shattuck Ave., Suite 1110, Berkeley, CA 94704)

   PHYSIOLOGICAL/PHYSICAL ASPECTS OF AGING

8. *How We Adapt* color, 16 mm., 20 min. film.

   The issue of how some individuals live to a great age maintaining health and vigor is examined. The role of adaptation to our modern environment is presented for discussion.
   (Films, Inc., 733 Green Bay Rd., Wilmett, IL 60091)

Audiovisuals

9. *Living with Grace* color, film

The psychological impact of Alzheimer's Disease on the care-giver is explored.
(Video Services, Dept. of Physical Therapy, University of Maryland, 32 S. Green St., Baltimore, MD 21201)

PSYCHOLOGICAL IMPACT OF DISEASE

10. *The Meaning of Touch* 15 min. slide/tape.

This program consists of real life portraits to convey the meaning of touch for the older person.
(Bernita Steffel, College of Nursing, Arizona State University, Tempe, AZ 85281)

PSYCHOLOGICAL ASPECTS

11. *Nobody Ever Died of Old Age* color, 60 min. film (2 parts)

The film dramatizes the lives of a series of resourceful and independent elderly citizens who are struggling to survive with dignity. Both humorous and harsh, it praises the elderly and expresses outrage at societal views.
(Films Incorporated, 733 Green Bay Rd., Wilmett, IL 60091)

PSYCHOLOGICAL/SOCIAL ASPECTS OF AGING

12. *Older and Bolder* color, 14 min. film

A group of women discuss their experiences and feelings about the aging process.
(EDC Distribution Center, Suite 405, 55 Chapel St., Newton, MA 02160)

PSYCHOLOGICAL ASPECTS, ATTITUDE

13. *Portrait of Grandpa Doc* color, 16 mm, 28 min. film

A young artist, preparing for his first exhibit, struggles to complete a portrait of his grandfather who has died. As he struggles to find the image he wants, he reflects on his childhood days with his grandparents.
(Phoenix Films, 470 Park Ave. S., New York, NY 10016)

PSYCHOLOGICAL/SOCIAL ASPECTS

Audiovisuals

14. *When Parents Grow Old* color, 14 min. film.

The common trauma of anger and guilt concerning the aged in our society is vividly projected. A young man, faced with a recently widowed and ill father, must decide about care and housing.
(Learning Corporation of America, 1350 Avenue of the Americas New York, NY 10010)

SOCIAL/PSYCHOLOGICAL ASPECTS

Other Resources

Balkema, John B. Age, Work & Retirement: An Annotated Bibliography of Publications and Films, 1971-81. Washington D.C.: National Council on Aging, 1982.

Chavis, Celenzy M., and Wengert, Barbara. Key Word Index to Trainer, & Educational Resources in Aging. 10th ed. Durham, NC: Duke University Medical Center, 1979.

Hirschfield, Ira S., and Lambert, Theresa N. eds. Audio-visual Aids: Uses and Resources in Gerontology. University of Southern California Press, 1978.

Institute of Gerontology. Media: Resources for Gerontology. Ann Arber, MI: University of Michigan, 1977.

*AEDS Journal. $32. Association for Educational Data Systems, 1201 16th St., NW., Washington, DC 20036

Classroom Computer Learning. $19.95. Classroom Computer Learning, Subscription Dept., 5615 W. Cermak Rd., Cicero, IL 60650

Computing Teacher. $16.50. International Council for Computers in Education, University of Oregon, Eugene, OR 97403

Educational Computer Magazine. $25. Edcomp Inc., P.O. Box 535, Cupertino CA 95015

*Educational Technology. $49. Educational Technology Publications, Inc., 140 Sylvan Ave., Englewood Cliffs, NJ 07632

Electronic Education. $18. Electronic Communications, Inc., 1311 Executive Center Dr., Suite 220, Tallahassee, FL 32301

Electronic Learning. $19. Electronic Learning, P.O. Box 644, Lydnhurst, NY 07071

Instructional Innovator. $24. Association for Educational Communications and Technology, 1126 16th St., NW, Washington, DC 20036

*Journal of Computer-Based Instruction. $18. ADCIS International Headquarters, 409 Miller Hall, Western Washington University, Bellingham, WA 98225

T.H.E. Journal. Free on a limited basis. Information Synergy, Inc., P.O. Box 364, Arlington, MA 02174

*Highly recommended

Other Resources

Conduit. P.O. Box 388, Iowa City, IA 52244
AN EDUCATIONAL AGENCY DEVELOPING SOFTWARE

Guelette, David G., ed. Microcomputers for Adult Learning. Chicago: Follett Publishing Co., 1982.

MicroSIFT. Northwest Regional Educational Laboratory, 500 Lindsay Bldg., 710 S.W. Second Ave., Portland, OR 97204.
A NATIONAL NETWORK TO EVALUATE SOFTWARE

Heck, William P.; Johnson, Jerry; and Kanskey, Robert J. Guidelines for Evaluating Computerized Instructional Materials. Reston, VA: National Council of Teachers of Mathematics, 1982.

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Miami, FL 33174

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